



NORTH AND EAST

## **London Cancer Radiotherapy Expert Reference Group**

Date: **Monday 12 September, 15:00-16:30**

Venue: **Meeting room 1, 3<sup>rd</sup> Floor, 170 Tottenham Court Road, London, W1T 7HA**

Chair: **Kevin Sullivan, ERG Chair**

### **1. Welcome and Apologies (KS)**

- KS welcomed members of the board and introductions were made. Apologies as per attendance log.

### **2. Minutes of previous meeting and action log**

### **3. Departmental update**

**UCLH** – Installed and commissioned truebeam machine in August 2016, currently in the process of removing LINAC machines and next truebeam machine to be installed within the next 6 months.

KS is leaving his current post and will be starting as the head of cancer operations from October. Keen to carry on as chair of the Radiotherapy ERG which was agreed by the board.

**BHRUT** – Proposal currently in place to replace LINAC machines aim to replace one machine every six month. Currently in the process of recruiting another oncologist who will be a BHRUT appointment but may have the capacity to work at Barts Health one day a week.

**NMUH** – Procurement is on hold due to discussions with UCLH and the RFH. NMUH needs to increase workforce and business case is being discussed at the board 16/09/2016. Oncology service is being reviewed due to several retirements over the past 18 months.

**Barts Health** – Have just appointed a new GI oncologist.

Barts Health were awarded the macmillian quality environment award.

**RFH** – KP is due to retire on 17<sup>th</sup> February 2017. Have appointed a new oncologist who starts on 1<sup>st</sup> November 2016 who will be based at BCF. Business case has been put forward for an additional oncologist for breast and BCF.

#### 4. Update on Electronic referral systems

KS gave feedback on costing for Varian systems and pointed out that Varian may be able to reduce initial cost. Across London Cancer there is an aim to improve data collection and it is the hope that Radiotherapy can lead the way in e-referrals which can then be rolled out across different sectors. KS mentioned there could be potential to gain funding through the UCLH cancer Vanguard. KS suggested that he could put forward a business case to the Vanguard for funding for the initial set up costs.

LC stated that BHRUT would prefer the Varian model and would welcome Vanguard funding. This was agreed by ME from NMUH. MP stated that Barts Health agree that Varian would be the best option but was concerned for the funding due to Barts being in special financial measures.

ND mentioned there was not really a need for an e-referral system at RFH and mentioned it would be a good idea to wait until we know more about the single provider talks between RFH, NMUH and UCLH.

KS mentioned another electronic system called care online that has not been shown to the board as of yet. Similar to the Varian product and the main purpose of this system is patient recorded outcomes. It also works with Apple health to monitor patients remotely.

It was agreed by the board that care online should be contacted to get a demo.

**ACTION: KS and JG to approach care online to arrange presentation before next ERG meeting.**

#### 5. Data collection – the next steps for London Cancer

KS mentioned the employment of Chris Carrigan who will be working with London Cancer part time. It was mentioned that CC has worked closely with PHE and we are now in a position to open up a dialogue with PHE and develop London Cancer data sets for Radiotherapy that PHE will collect for us. CC was invited to the meeting but could not make it, it was mentioned he is keen to meet the group and discuss how we can work together.

**ACTION: KS and JG to arrange CC to meet ERG board.**

KS asked the group if they had any ideas of data collection that we should ask for? KS suggested that Palliative care data and 30 day mortality rates should be collected.

RW was concerned that the data collected was inaccurate and that we needed to be confident the correct data was being entered before moving forward. RW mentioned she had slow response from data team when querying data outcomes.

**ACTION: KS to escalate slow response from data teams.**

#### 6. Patient experience survey

RW highlighted that the patient experience survey needs to be done again.

KS highlighted the need for benchmarking and target setting from previous years.

RW stated that the survey from previous years would not need to be changed much for this year's survey due in November.

**ACTION: quality managers to meet outside of meeting to update experience survey.**

PD asked if the survey was done on paper and at what stage of treatment?

KS – yes on paper and during the course of treatment

## 7. AOB

ND mentioned the NHS national quality surveillance portal sent from NHSE that asked for self-assessment from each trusts, the deadline for this is 30<sup>th</sup> September 2016. This is seen as a precursor for peer review.

Issues of recruitment were raised; DD mentioned this could be due to the reduction of students across the network that has been reduced due to funding.

## 8. Next meeting dates

Mon	22-Feb-2016	15:00-16:30	Meeting Room 1, 3rd Floor, 170 Tottenham Court Road, London W1T 7HA
Mon	16-May-2016	15:00-16:30	Meeting Room 1, 3rd Floor, 170 Tottenham Court Road, London W1T 7HA
Mon	12-Sep-2016	15:00-16:30	Meeting Room 1, 3rd Floor, 170 Tottenham Court Road, London W1T 7HA
Mon	05-Dec-2016	15:00-16:30	TBA

## ACTION LOG

Action	Owner	Date Agreed	Status
ToRs: consider people to act as co-chair to ERG	All / KS	22 Feb 2016	Closed
ToRs: send names of all clinical oncologists on TPBs to ERG	PA	22 Feb 2016	Completed
ToRs: review and shorten prior to sending to ERG	KS / All	22 Feb 2016	Completed
ToRs: circulate details of Gynae Research Day 07April	PA	22 Feb 2016	Completed
Objectives: send through 2-3 priorities for 2016 to PA	KS	23 Feb 2016	Completed
Patient Survey: send results through to PA for circulation to ERG	All / PA	22 Feb 2016	Completed
AOB: CaS-per – invite developers as well as other companies to future meeting to demo systems	KS	22 Feb 2016	Completed
AOB: CRGs – all to send comments to KS re: proposed changes prior to 01March	All	29 Feb 2016	Completed
Minutes: patient survey item related to UCLH to be amended	LH	16 May 2016	
Referral systems: ask Varian to come in and demo system	KS	16 May 2016	
Referral systems: London Cancer to book boardroom for demo	Steven Harris	16 May 2016	
<b>ToRs: amend organogram with new board name</b>	Steven Harris	16 May 2016	
ToRs: send comments by email to KS	All	16 May 2016	
Approach care online to arrange demo	KS and JG	13 September 2016	
Arrange Chris Carrigan to meet ERG board	KS and JG	13 September 2016	
Escalate slow response from data teams	KS	13 September 2016	
Update patient experience survey with quality managers	KS	13 September 2016	

**Attendees**

Name	Trust / Organisation
Kevin Sullivan	UCLH
Jacob Goodman	London Cancer
Liz Crees	BHRUT
Mark Elsworthy	NMUH
Dersna Ruversi	NMUH
Rachael Westmancott	Barts
Derek D'souza	UCLH
Neil Dancer	RFH
Kashmira Mehta	RFH
Patricia Dean	Patient rep
Eliot Sims	BHRUT
Melanie Powell	Barts

**Apologies**

Name	Trust / Organisation
Linda Harvey	UCLH
Stuart McCaighy	BHRUT
Liz Barber	RFH

**No apologies**

Name	Trust / Organisation
Mark Gaze	UCLH
Nick Plowman	Barts Health
Nick Kirby	UCLH
Anne Nauth-Misir	Barts Health
Christine Usher	Barts Health
Jahanara Ahmed	Barts Health
Katharine Pigott	Royal Free Hospital/UCLH
Yen- Ching Chang	UCLH
Anna Thompson	NMUH
Sara Fawcitt	RFH